

REQUEST FOR QUOTATION
19H08020K0399
THE EMBASSY OF THE UNITED STATES
OF AMERICA REQUIRES A

Company: _____

To provide the following:

ITEM No.	DESCRIPTION	UNIT OF MEASURE	QTY	UNIT PRICE	TOTAL
1	Brand name or equal Dell 3620 Precision 3620 Mini Tower Intel Core i5 processor seventh (7 th) generation, Windows 10 Pro, 8GB RAM, 500 GB HDD	EA - each	10	L -	L -
2	Brand name or equal Dell 22 Monitor P2217H	EA - each	20	L -	L -
3	Brand name or equal HP Digital Sender Flow 8500 fnl scanner L2719	EA - each	1	L -	L -
	Brand name or equal HP Color LaserJet Enterprise printer M553n	EA - each	1	L -	L -
TOTAL					L -

A. Supplies and Prices:

The Contractor shall provide to the U.S. Government the new products as described in the specifications for the stated firm fixed price. Further, the Contractor shall properly perform the deliver to the location set forth under Place of Delivery, of this document. The firm fixed price shall include the products pre-delivery inspection, certificates of origin, operator's manuals, warranty certificates and any other documentation mandated by the destination country.

B. Delivery Date:

Delivery Date will be forty-five (45) calendar days after receipt of the award.

C. Place of Delivery:

The contractor is responsible for ensuring delivery of goods to the following address:

Shipping Address: US Embassy Honduras
19H08020K0399
 ATTN. Paola Arévalo/Marvin Alvarado
 INL Section Tegucigalpa
 Ave. La Paz Colonia Palmira
 Tegucigalpa, Honduras

All boxes shall be marked with the contract award No. **19H08020K0399** with clear visibility as below:

US Embassy Honduras
19H08020K0399
ATTN. Paola Arevalo/Marvin Alvarado

D. Evaluation Factor:

- a. The U.S. Government intends to evaluate this requirement based on the lowest price technically acceptable (LPTA). *NOTE: Offerors shall include specific details and delivery dates in their responses to this RFQ. All pricing shall reflect L*
- b. **Company Documents:** Please include the following documents (all documents should be up to date):
 - Company License
 - Company RTN / DUNS Number
 - Company address and telephone Number
 - Contact Name, telephone number and email address
- c. **Delivery Terms:** The vendor is responsible for the delivery of all items listed above under this Request of quotation (Brand name or Equal) in the stated shipping address.
- d. **Offers/ Quotes:** Complete pricing section in Lempiras (L).

NOTE:

52.225-17 *Evaluation of Foreign Currency Offers (FEB 2000)*

If the Government receives offers in more than one currency, the Government will evaluate offers by converting the foreign currency to United States currency using the exchange rate used by the Embassy in effect as follows:

- (a) For acquisitions conducted using sealed bidding procedures, on the date of bid opening.*
- (b) For acquisitions conducted using negotiation procedures—*
 - 1. On the date specified for receipt of offers, if award is based on initial offers; otherwise*
 - 2. On the date specified for receipt of proposal revisions.*

- e. Offers should not include tax (process must be tax exempted)

Your offer must be submitted no later than **Saturday, March 27, 2020 at 11:00 a.m. (Tegucigalpa – local time)** via e- mail to arevalopl@state.gov.

If there are any questions regarding this Request for Quotation, please contact Paola Arevalo, Procurement Agent thru email: arevalopl@state.gov

March 18th, 2020

Contact information: _____

Signature: _____ Date signed: _____

PLEASE FILL PRICES, SIGNED AND INCLUDE DATE OF THE REQUEST OF QUOTATION AS A PROOF OF READING AND UNDERSTANDING THIS DOCUMENT.